ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team
at MileHighOrdinance@DenverGov.org by **9 a.m. Friday.** Contact the Mayor's Legislative team with questions

Date of Request: **June 20, 2024**

Please mark one: ☒ **Bill Request** **or** ☐ **Resolution Request**

1. Type of Request:

☐ **Contract/Grant Agreement** ☐ **Intergovernmental Agreement (IGA)** ☐ **Rezoning/Text Amendment**

☐ **Dedication/Vacation** ☐ **Appropriation/Supplemental** ☐ **DRMC Change**

☒ **Other: Classification & Pay Plan Update**

2. Title: Approves Classification Notice #1814

3. Requesting Agency: Office of Human Resources

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution (e.g., subject matter expert)		Contact person for council members or mayor-council	
Name:	Blair Malloy	Name:	Blair Malloy
Email:	blair.malloy@denvergov.org	Email:	blair.malloy@denvergov.org

5. General description or background of proposed request. Attach executive summary if more space needed:

The proposed change amends the Classification and Pay Plan by changing the pay grade and range for the following classifications. (See attached list of classifications).

6. City Attorney assigned to this request (if applicable):

7. City Council District:

8. **<u>For all contracts,</u> fill out and submit accompanying Key Contract Terms worksheet**

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____ Date Entered: _____

Key Contract Terms

Type of Contract: (e.g. Professional Services > $500K; IGA/Grant Agreement, Sale or Lease of Real Property):

Vendor/Contractor Name (including any dba's):

Contract control number (legacy and new):

Location:

Is this a new contract? ☐ **Yes** ☐ **No** **Is this an Amendment?** ☐ **Yes** ☐ **No** **If yes, how many?** _____

Contract Term/Duration (for amended contracts, include existing term dates and amended dates):

Contract Amount (indicate existing amount, amended amount and new contract total):

Current Contract Amount (A)	*Additional Funds (B)*	*Total Contract Amount (A+B)*

Current Contract Term	*Added Time*	*New Ending Date*

Scope of work:

Was this contractor selected by competitive process? **If not, why not?**

Has this contractor provided these services to the City before? ☐ **Yes** ☐ **No**

Source of funds:

Is this contract subject to: ☐ **W/MBE** ☐ **DBE** ☐ **SBE** ☐ **XO101** ☐ **ACDBE** ☐ **N/A**

WBE/MBE/DBE commitments (construction, design, Airport concession contracts):

Who are the subcontractors to this contract?

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____ Date Entered: _____

Classification Notice No. 1814

To: Agency Heads and Employees
From: Kathy Nesbitt, Executive Director of the Office of Human Resources
Date: May 1, 2024
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by changing the pay grade and range for the following classifications. (See attached list of classifications).

Each year the Office of Human Resources conducts an annual analysis to ensure job classification pay grades and pay ranges reflect generally prevailing compensation and to recommend changes to the classification and pay plan. Affected classifications are proposed to be adjusted to a higher pay grade and pay range. A classification's pay range midpoint must be at least 10% behind market to be included.

Public Notice of Changes

The scheduled time for the public hearing is **Tuesday, May 14, 2024, at 9:00 AM** in the Webb Municipal Building, Career Service Hearings Office on the 1st floor, located at 201 West Colfax Avenue, Denver, CO 80202.

If anyone wishes to submit written comments to the Board on this proposal, please submit them by no later than **noon (12:00 p.m.) on Thursday, May 9, 2024:**

Lori Smith, Executive Office Administrator
Office of Human Resources
(720) 337-6185
lori.smith@denvergov.org

If anyone wishes to be heard by the Board on this proposal, please submit your name and phone number by no later than **noon (12:00 p.m.) on Thursday, May 9, 2024** to lori.smith@denvergov.org

If you have any questions about this proposal, please submit them in writing to compensation@denvergov.org by **noon (12 p.m.) on Monday, May 13, 2024.** Please include a contact name and phone number so that we may respond to your question directly.

Career Service Rule 7-37 Effective Dates, Section A: If it is determined that changes to the classification and pay plan are necessary, the effective date of any resulting changes to the classification and pay plan shall be the beginning of the first work week following approval by the Mayor or by the City Council over the Mayor's veto. Provisional classifications resulting from changes to the classification and pay plan may be used upon approval by the OHR Executive Director or Board but use for longer than six months is contingent upon City Council approval.

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____ Date Entered: _____

Job Code	Job Profile Name	Current Grade	Current Min	Current Max	New Grade	New Min	New Max
CO2662	Licensed Practical Nurse	NE-08	$19.11	$28.67	NE-09	$20.26	$30.39
CO2669	Laboratory Technician Senior	NE-10	$21.47	$32.21	NE-11	$22.76	$34.14
CE3045	Permit Review Technician I	NE-11	$22.76	$34.14	NE-12	$24.11	$36.17
CE3046	Permit Review Technician II	NE-12	$24.11	$36.17	NE-13	$25.57	$38.36
CA3068	Fraud Claims Investigator	NE-13	$25.57	$38.36	NE-14	$26.57	$41.18
CC0271	Legal Administrative Assistant	NE-13	$25.57	$38.36	NE-14	$26.57	$41.18
CE3047	Permit Review Technician Lead	NE-13	$25.57	$38.36	NE-14	$26.57	$41.18
CA3139	Outreach Trainer	NE-15	$28.16	$43.65	NE-16	$29.85	$46.27
CO2684	Nuclear Medicine Technologist	NE-18	$33.55	$52.00	NE-19	$35.56	$55.12
CA1739	GIS Analyst	EX-06	$55,000.00	$90,750.00	EX-07	$56,176.00	$92,690.00
CE1597	Permit Supervisor	EX-06	$55,000.00	$90,750.00	EX-07	$56,176.00	$92,690.00
CA0654	Agency Trainer	EX-08	$60,669.00	$100,104.00	EX-09	$65,523.00	$108,113.00
LA2458	Agency Trainer	EX-08	$60,669.00	$100,104.00	EX-09	$65,523.00	$108,113.00
CA2958	Agency Trainer Hourly	EX-08	$60,669.00	$100,104.00	EX-09	$65,523.00	$108,113.00
LA2626	Agency Trainer Hourly	EX-08	$60,669.00	$100,104.00	EX-09	$65,523.00	$108,113.00
CA3250	Revenue Development Partner Associate	EX-08	$60,669.00	$100,104.00	EX-09	$65,523.00	$108,113.00
CA1740	GIS Analyst Senior	EX-09	$65,523.00	$108,113.00	EX-10	$70,765.00	$116,762.00
CA3378	GIS Analyst Senior Hourly	EX-09	$65,523.00	$108,113.00	EX-10	$70,765.00	$116,762.00
CA3115	Maintenance Planner	EX-09	$65,523.00	$108,113.00	EX-10	$70,765.00	$116,762.00
LA3414	Maintenance Planner	EX-09	$65,523.00	$108,113.00	EX-10	$70,765.00	$116,762.00
CO0618	Occupational Therapist Senior	EX-09	$65,523.00	$108,113.00	EX-10	$70,765.00	$116,762.00
CA2243	Agency Training Supervisor	EX-10	$70,765.00	$116,762.00	EX-11	$76,426.00	$126,103.00
CA3251	Revenue Development Partner Senior	EX-10	$70,765.00	$116,762.00	EX-11	$76,426.00	$126,103.00
CO0619	Physical Therapist Senior	EX-11	$76,426.00	$126,103.00	EX-13	$89,144.00	$147,088.00
CA0341	GIS Data Administrator	EX-12	$82,540.00	$136,191.00	EX-13	$89,144.00	$147,088.00
CA0344	GIS Photogrammetry Administrator	EX-12	$82,540.00	$136,191.00	EX-13	$89,144.00	$147,088.00
CV3296	Internal Auditor Information Systems Senior AO	EX-12	$82,540.00	$136,191.00	EX-13	$89,144.00	$147,088.00
CA3252	Revenue Development Partner Specialist	EX-12	$82,540.00	$136,191.00	EX-13	$89,144.00	$147,088.00
CV3297	Internal Auditor Information Systems Lead AO	EX-13	$89,144.00	$147,088.00	EX-14	$96,275.00	$158,854.00
CA3253	Revenue Development Partner Manager	EX-14	$96,275.00	$158,854.00	EX-15	$103,977.00	$171,562.00
CV3305	Internal Audit Manager AO	EX-15	$103,977.00	$171,562.00	EX-16	$110,216.00	$187,367.00
CO0600	Pharmacist	EX-15	$103,977.00	$171,562.00	EX-16	$110,216.00	$187,367.00
CV3381	Internal Audit Senior Manager AO	EX-16	$110,216.00	$187,367.00	EX-17	$119,033.00	$202,356.00

CV3298	Internal Auditor Information Systems Manager AO	EX-16	$110,216.00	$187,367.00	EX-17	$119,033.00	$202,356.00
CA3053	Marketing and Communications Director	EX-16	$110,216.00	$187,367.00	EX-17	$119,033.00	$202,356.00
EA3240	Marketing and Communications Director	EX-16	$110,216.00	$187,367.00	EX-17	$119,033.00	$202,356.00
LA3229	Marketing and Communications Director	EX-16	$110,216.00	$187,367.00	EX-17	$119,033.00	$202,356.00
MA3447	Marketing and Communications Director	EX-16	$110,216.00	$187,367.00	EX-17	$119,033.00	$202,356.00
CA3322	Marketing and Communications Director Hourly	EX-16	$110,216.00	$187,367.00	EX-17	$119,033.00	$202,356.00
CE2781	Engineer-Architect Manager	EX-17	$119,033.00	$202,356.00	EX-18	$128,556.00	$218,545.00
CE3342	Fire Protection Manager	EX-17	$119,033.00	$202,356.00	EX-18	$128,556.00	$218,545.00
CA2985	HR Benefits and Wellness Director	EX-17	$119,033.00	$202,356.00	EX-18	$128,556.00	$218,545.00
CA2995	HR Classification and Compensation Director	EX-17	$119,033.00	$202,356.00	EX-18	$128,556.00	$218,545.00
CA3004	HR Learning and Development Director	EX-17	$119,033.00	$202,356.00	EX-18	$128,556.00	$218,545.00
CA3013	HR Talent Acquisition Director	EX-17	$119,033.00	$202,356.00	EX-18	$128,556.00	$218,545.00
CA2998	HR Technology and Innovation Director	EX-17	$119,033.00	$202,356.00	EX-18	$128,556.00	$218,545.00
CV3306	Internal Audit Director AO	EX-17	$119,033.00	$202,356.00	EX-18	$128,556.00	$218,545.00
CE2782	Engineer-Architect Manager Senior	EX-18	$128,556.00	$218,545.00	EX-19	$138,841.00	$236,030.00
CE2783	Engineer-Architect Director	EX-19	$138,841.00	$236,030.00	EX-20	$149,947.00	$254,910.00
CE2785	Engineer-Architect Executive	EX-21	$161,944.00	$275,305.00	EX-22	$174,899.00	$297,328.00
CE2786	City Engineer	EX-22	$174,899.00	$297,328.00	EX-23	$188,890.00	$321,113.00